

Generate the Data Validation Report

1. Select the desired AIG report from the **Data Validation Group** dropdown list.
 - To view all of the reports together, choose the **AIG Fall Headcount - Detail and Summaries** or **AIG Spring Headcount - Detail and Summaries**.
 - To view the reports separately, choose one of the **AIG Fall Headcount 01 to 10** or the **AIG Spring Headcount 01 to 10**.
 2. Choose either **Generate Now** or **Submit to Batch Queue** to generate the reports.
 3. Select the desired **Format Type** of HTML or CSV.
 4. Click **Generate** to view the results of the report.
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